

State Of Maine
Maine Revenue Services

Media Reporting - Form 1099 and W-2G for Tax Year 2008

(Income from 1-1-2008 to 12-31-2008)

Maine Revenue Services (MRS) uses the same file layout as that of the Internal Revenue Service (IRS) for media reporting of forms 1099 and W-2G income. Files must be submitted on diskette or CD; tapes and cartridges will not be processed.

1. IRS Rev. Proc. 2008-30 revised June 9, 2008 is the record layout standard for submission of 2008 Maine Information Returns except as modified below. Document located on the IRS Internet site contains 2008 form 1098, 1099, 5498, and W-2G media record layout information.
2. If you are a non-wage withholder that is exempt from reporting payee withholding information with your Maine Quarterly return (Form 941ME), you must file Forms 1099 on magnetic media directly with Maine Revenue Services. To obtain an exemption you must have submitted a completed request form to Maine Revenue Services. Once approved, you check the box on line B of your Quarterly Return and exclude Schedule 2.

All others may, at your choice, submit 1099 information directly to Maine Revenue Services on magnetic media or by participating in the Combined Federal/State Filing Program. This program allows the payer or its agent to include state data in 1099 information returns filed with the federal government and authorizes the release of this information to the applicable state involved. State information return data submitted to the IRS under this program should not be submitted directly to MRS as doing so will cause duplicate filings.

To take advantage of this program, the payer or agent must first obtain permission from the IRS to participate. After approval has been granted by the IRS to participate in the Combined Federal/State Filing Program, a copy of the letter of approval and a copy of the IRS Form 6847 "Consent for Internal Revenue Service to Release Tax Information" must be sent to MRS at the address below. See IRS Publication 1220 for more information about this program.

3. MRS does not offer Electronic Filing services for acceptance of form 1099 or W-2G return data. The filing deadline for submission of files for forms 1099 or W-2G and electronic media is the same as that of the IRS, which is the last day of February 2009. If this day falls on a weekend or holiday, the filing deadline is the next business day (March 2, 2009). If the information returns are filed with the IRS electronically, the filing deadline for both MRS and the IRS is March 31, 2009.
4. MRS requires filing of payment amount and State Income Tax Withheld information only for the following forms. Payment information from other sources (1099 forms) may be included; however, it will be ignored.

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- Form 1099-DIV Dividends and Distributions
- Form 1099-G Certain Government and Qualified State Tuition Program Payments
- Form 1099-INT Interest Income
- Form 1099-MISC Miscellaneous Income
- Form 1099-OID Original Issue Discount
- Form 1099-PATR Taxable Distributions Received From Cooperatives
- Form 1099-R Distributions from Pensions, Annuities, Retirement, IRAs, etc.

5. The diskette or CD must be accompanied by Form W-3ME to reconcile your withholding account. Do not include a paper form W-3ME with your magnetic media submission if you already filed your W-3ME electronically.
6. Attach an external label to each diskette or CD submitted. The label shall be clearly labeled '1099 Filing' and should contain the following information.
- a. Submitter Federal Identification Number
 - b. Submitter Name
 - c. Submitter City
 - d. Submitter State
 - e. Submitter Zip Code
 - f. Tax year of data (e.g. for income paid from 1-1-2008 to 12-31-2008 tax year = 2008)
 - g. Number of records on file.
 - h. Total of Maine Withholding

7. The diskette or CD should be mailed to one of the following addresses:

POSTAL ADDRESS	CURRIER ADDRESS
State of Maine	Maine Revenue Services
Maine Revenue Services	14 Edison Drive
Attention: 1099 Media Processing	Augusta, Maine 04330
State House Station 24	
Augusta, Maine 04330	

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8. MRS does not accept or process test files. If test files are received, they will be discarded.
9. MRS does not return media (diskette and CD) submissions. If the transmitter wants proof that MRS has received the media, the transmitter should select a shipping service that provides proof of delivery. MRS no longer accepts magnetic cartridges or reel tape.
10. MRS does not accept compressed files on diskette.
11. 2008 Form 1099, W-2G Data Standards – The following changes are made to the IRS media standards to include Maine information return data. MRS uses the record layouts and field definitions suggested by the IRS. All filers should supply a copy of the same file to MRS that is submitted to IRS with the 'B' record completed to the following specification. MRS requires completed T, A, and B records. All other fields and records not mentioned here may be included; however, they will be ignored.

T-Record – The field ‘total number of payees’ is not required to be completed when filing with MRS. The field may be zero filled.

A-Record – No changes.

B-record, column 2 – 5	Payment Year 2008
B-record, column 6	Corrected Return Indicator
B-record, column 7 – 10	Name Control
B-record, column 11	Type of TIN
B-record, column 12 – 20	Payee TIN
B-record, column 21 – 40	Payee Account Number
B-record, column 248 – 287	First Payee Name Line
B-record, column 288 – 327	Second Payee Name Line
B-record, column 368 – 407	Payee Street Address
B-record, column 448 – 487	Payee City
B-record, column 488 – 489	Payee State
B-record, column 490 – 498	Payee Zip Code
B-record, column 723 – 734	Payee State Income Tax Withheld, right justify and zero fill. The rightmost 2 digits represent cents.
B-record, column 747 – 748	Combined Federal/State code

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12. These specifications must be followed unless deviations have been specifically granted in writing by Maine Revenue Services. If you need additional information or have questions please contact us.
13. Technical + Administrative Contacts: Richard Truman 207-624-9547
 Lisa Grady 207-626-8464